

CITIZENS' INDEPENDENT TRANSPORTATION TRUST
Budget & Finance Committee Meeting
Monday, November 15, 2004

Summary of Minutes

Members Present:

Theodore Wilde, Chairman
Marc A. Buoniconti
Franklin Kelly
Miles Moss

County Attorney's Office:

Bruce Libhaber

Others Present:

Nan A. Markowitz, Executive Director, Office of the CITT (OCITT)
Betty Alexander, Department of Business Development (DBD)
Marlene Amaro, OCITT
Tom Blaine, Department of Procurement Management (DPM)
Oscar Camejo, Metropolitan Planning Organization (MPO)
Paul Conley, Miami-Dade Transit (MDT)
Virginia Diaz, OCITT
Jorge Fernandez, MDT
Jack Furney, OCITT
Lourdes Gomez, MDT
Diana Gonzalez, MDT
Karen Mac Neill, MDT
Sandra Melean, Public Works Department (PWD)
John Prats, OCITT
David Tinder, PWD
Pepe Valdes, OCITT
Carmen Villaverde, OCITT

Mr. Theodore Wilde, Chair, called the meeting to order at 2:05 p.m. Mr. Marc A. Buoniconti joined the meeting at 2:10 p.m.

Approval of Agenda - Mr. Miles Moss moved the approval of the agenda. The motion was seconded by Mr. Franklin Kelly and carried without dissent.

Approval of Minutes – October 13, 2004 - Mr. Moss moved the approval of the minutes. The motion was seconded by Mr. Kelly and carried without dissent.

Citizens' Comments - None

Reports/Old Business

A. Follow-up Report

Mr. Moss requested further discussion (one-hour meeting) with Public Works Department on the scope of maintenance included in the People's Transportation Plan.

Mr. Bruce Libhaber, Assistant County Attorney, provided clarification on the proposed amendment to the People's Transportation Plan making STS an eligible project.

Monthly Updates will be requested from the MPO while the School Flashing survey is being conducted.

Mr. Buoniconti requested information on proceeds from traffic violation fines within school zones:

1. Current distribution for proceeds
2. Could proceeds from fines imposed in school zones be invested in school zone safety?

Mr. Wilde has requested that Staff Reviews be inserted with the corresponding action item in the packages.

The MPO will deliver a presentation on the Waterborne Transportation Study at the CITT Board Meeting of December 29, 2004.

The External Affairs staff has been recommending to municipalities that surtax funds be set aside for the purpose of funding school flashing signals. The topic will also be addressed at the Spring Municipal Workshop.

B. Financial Consulting Services for the CITT – RFP-463 Update Report –

Nan A. Markowitz, OCITT, informed the committee that DBD is working on Dr. Carlos Bonzon's replacement on the Selection Committee. The proposals are due November 19, 2004, and the meetings for Evaluations and Oral Presentations are scheduled for December 6 and 9, 2004. The item is under the Cone of Silence.

C. OCITT Monthly Reports – Marlene Amaro, OCITT, discussed highlights of the reports and responded to questions. She pointed out that the reports include partial transfers to OCITT staff administrative expenses and that more adjustments are coming. As soon as the final numbers are available, a Budget to Actuals Comparison will be provided.

D. Miami-Dade Transit Management Letter – CITT Members will pose questions, if any, to OCITT Staff on the Miami-Dade Transit (MDT) Management Letter. If questions arise, discussion will take place at the next Budget and Finance Committee meeting.

E. Informational items: For action by Project Review Committee

Jack Furney explained that the Miami-Dade Transit small purchase orders for these items are for the Project Review Committee's action and are for expenses already paid by MDT in support of MDT operations through August 31, 2004.

Mr. Wilde has requested that the MDT Small Purchase Orders for the month of October, which will be on the December meeting's agenda, be included as an Action item on the Budget and Finance Committee Agenda to be reviewed in detail by members.

The Department of Procurement Management will schedule a presentation on procurement processes and contract approvals.

Action Items

6A. RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT) APPROVING THE BOARD OF COUNTY COMMISSIONERS' (BCC) ACTION APPROVING CHANGE ORDER NO. ONE TO THE CONTRACT BETWEEN SIGNAL SERVICES INDUSTRIES, INC., AND THE PUBLIC WORKS DEPARTMENT (PWD) FOR THE PEOPLE'S TRANSPORTATION PLAN (PTP) PROJECT ENTITLED ANNUAL TRAFFIC SIGNAL SAFETY IMPROVEMENTS - CONTRACT NO. 18, PROJECT NO. 671811

Mr. Moss moved to approve the item. The motion was seconded by Mr. Kelly and carried without dissent.

6B. RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT) APPROVING THE BOARD OF COUNTY COMMISSIONERS' (BCC) ACTION AUTHORIZING THE AWARD OF A CONTRACT BETWEEN METRO EXPRESS, INC. AND THE PUBLIC WORKS DEPARTMENT (PWD), FOR THE PEOPLE'S TRANSPORTATION PLAN (PTP) PROJECT ENTITLED SIDEWALK - PROJECT NO. 20030007

Mr. Moss moved to approve the item. The motion was seconded by Mr. Kelly and carried without dissent.

6C. RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT) APPROVING THE BOARD OF COUNTY COMMISSIONERS' (BCC) ACTION AUTHORIZING THE AWARD OF CONTRACT NUMBER TR04-TSB WITH ADVANCED TRANSPORTATION SOLUTIONS, LLC (ATS) FOR PROVISION OF

PARATRANSIT TRANSPORTATION SERVICES AND APPROVING THE USE OF CHARTER COUNTY TRANSIT SYSTEM SURTAX (“SURTAX”) FUNDS

The Executive Director’s letter will be modified regarding Surtax Financial impact for the STS contract before the action item is presented to the Full Board meeting. The modification will include proposed funding by year.

There was extensive discussion on this item; the above summary reflects the essence.

Mr. Kelly moved to approve the item. The motion was seconded by Mr. Moss and carried without dissent.

Citizens’ Comments – None

New Business – None

Announcements - Next Budget & Finance Committee Meeting is scheduled for Thursday, December 9, 2004, at 10 am, in the CITT Conference Room.

Adjournment

Mr. Wilde asked for a motion to adjourn the meeting at 4 p.m. Mr. Moss made the motion. It was seconded by Mr. Kelly and carried without dissent.

*****MINUTES ARE IN SUMMARY FORM***
FOR VERBATIM TRANSCRIPTIONS OF THIS MEETING PLEASE REQUEST
COPIES OF THE TAPE FROM THE MIAMI-DADE OCITT OFFICE AT 305-375-3481.**